

INCITS

InterNational Committee for Information Technology Standards

INCITS Secretariat, Information Technology Industry Council (ITI)

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Telephone 202-737-8888; Fax 202-638-4922

Date: January 4, 2006

Date Due: February 4, 2006

Reply to: Jennifer T. Garner

Phone: (202) 626-5737

email: jgarner@itic.org

cc: Daniel Colegrove, INCITS/T13 Chairman

To: The Members of INCITS/T13

From: Jennifer T. Garner, for the INCITS Secretariat

Subject: CALL FOR VOLUNTEERS - Chairman - INCITS/T13, ATA Storage Interface

The term of office of the current INCITS/T13 Chairman, Mr. Daniel Colegrove, will expire in June 2006. This first call for volunteers to serve as Chairman of INCITS/T13 is being issued to the members of T13 and will close on **February 4, 2006**.

Any member of the INCITS Subgroup is welcome to volunteer to serve. Before one considers doing so, however, the commitment in time and responsibilities should be considered. Officers must actively support the administrative structure that ensures due process to all participants, assists in reaching consensus and protects the accreditation of the entire system. [There is no limit to the number of terms an individual may serve. There is a rule prohibiting one individual from being appointed to two or more offices of the same committee simultaneously.]

The [INCITS/RD-2](#), *Organization and Procedures of INCITS*, generally describes officers' responsibilities, and a more detailed list of duties has been compiled in the [INCITS/RD-3](#), *Officers' Guide*.

Those willing to make this commitment must submit three written statements in support of their candidacy:

1. A one-page statement of experience, indicating the volunteer's expertise in the subgroup's program of work, voluntary standards efforts, committee experience and

leadership abilities (to be forwarded to the INCITS Subgroup for an advisory ballot if there is more than one candidate).

2. A statement of management support for a three-year term on company letterhead acknowledging the additional workload, financial resources and duties required of an officer over and above that of a technical participant. This statement must be signed by the candidate's management and submitted on their organization's letterhead.

The statement of management support for the three-year term is a good faith commitment, not a legal binding commitment. If future circumstances require the applicant to resign from the office before the term has been fulfilled, this will be accepted without prejudice.

3. A statement as to whether or not the candidate is a representative of a U.S. domiciled organization.

Any supplemental materials will be forwarded along with the advisory ballot to INCITS, which appoints all INCITS Subgroup officers. The statements from candidates wishing to serve in the above referenced position on the INCITS Subgroup should be sent to the attention of Jennifer Garner (jgarner@itic.org) no later than **February 4, 2006**.